

Audit Report



TOOELE CHEMICAL AGENT DISPOSAL FACILITY
PREPARATION FOR YEAR 2000

Report No. 99-081

February 16, 1999

Office of the Inspector General
Department of Defense

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Acronym

Y2K

Year 2000



INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
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ARLINGTON, VIRGINIA 22202

February 16, 1999

MEMORANDUM FOR AUDITOR GENERAL, DEPARTMENT OF THE ARMY

SUBJECT: Audit Report on Tooele Chemical Agent Disposal Facility Preparation for
Year 2000 (Report No. 99-081)

We are providing this report for information and use. We considered management comments on the draft of this report in preparing the final report.

Comments on the draft of this report conformed to the requirements of DoD Directive 7650.3 and left no unresolved issues. Therefore, no additional comments are required.

We appreciate the courtesies extended to the audit staff. For additional information on this report, please contact Mr. Raymond A. Spencer at (703) 604-9071 (DSN 664-9071) or Mr. Thomas S. Bartoszek at (703) 604-9014 (DSN 664-9014). See Appendix B for the report distribution. The audit team members are listed inside the back cover.

A handwritten signature in black ink, reading "Robert J. Lieberman", is positioned above the typed name.

Robert J. Lieberman
Assistant Inspector General
for Auditing

Office of the Inspector General, DoD

Report No. 99-081
(Project No. 8AS-0032.20)

February 16, 1999

Tooele Chemical Agent Disposal Facility Preparation for Year 2000

Executive Summary

Introduction. This is one in a series of reports being issued by the Inspector General, DoD, in accordance with an informal partnership with the Chief Information Officer, DoD, to monitor DoD efforts in addressing the year 2000 computing problem. For a listing of audit projects addressing the issue, see the year 2000 webpage on the IGnet at <http://www.ignet.gov>.

Audit Objectives. The overall audit objective determined whether the Project Manager for Chemical Stockpile Disposal at the Tooele Chemical Agent Disposal Facility was adequately preparing information technology systems to resolve date-processing issues regarding the year 2000 computing problem. Specifically, the audit determined whether the Project Manager at the Tooele Chemical Agent Disposal Facility complied with the DoD Year 2000 Management Plan.

Audit Results. As of October 1998, the Project Manager for Chemical Stockpile Disposal at the Tooele Chemical Agent Disposal Facility was considerably behind Army and DoD schedules for assessing year 2000 vulnerability and carrying out conversion measures. In addition, Tooele Chemical Agent Disposal Facility had not prepared the required year 2000 documentation, which are the assessment plan, the contingency plan, the risk-management plan, and the validation plan and schedule. During the audit, reporting errors were corrected and Army management emphasis increased; however, estimated completion dates for the conversion extended well into calendar year 1999. Successful completion of all year 2000 conversion measures is necessary to avoid operational impairment and obviate any safety concerns. The audit results are in Part I.

Summary of Recommendations. We recommend that the Program Manager for Chemical Demilitarization establish a schedule to identify, oversee on-site, and correct year 2000 solutions for systems at Tooele and require the Tooele Project Manager for Chemical Stockpile Disposal to prepare an assessment plan, a contingency plan, a risk-management plan, and a validation plan and schedule.

Management Comments. The Deputy Assistant Secretary of the Army for Chemical Demilitarization concurred with the recommendations. He stated that the Program Manager Year 2000 Compliance Plan of November 1998 included a schedule to complete the year 2000 assessment and make necessary corrections. In addition, it assigned the Program Manager the responsibility for developing the required plans to achieve year

2000 compliance. Further, the Deputy Assistant Secretary stated that program management officials hold biweekly teleconferencing with Tooele officials and plan monthly visits to assess the year 2000 problem and implementation of the solutions. See Part I for further discussion and Part III for the complete text of management comments.

Audit Response. The management comments and agreed-upon actions were responsive. The year 2000 conversion status of systems and facilities associated with the handling of chemical agents warrants continued and particularly close management attention. The Department has recognized this need, as evidenced by chemical disposal system briefing to the Deputy Secretary of Defense and the DoD Year 2000 Steering Group in January 1999.

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Part I - Audit Results

Audit Background

Information technology systems have typically used two digits to represent the year, such as "98" representing 1998, to conserve electronic data storage and reduce operating cost. With the two-digit format, however, the year 2000 is indistinguishable from 1900. As a result of the ambiguity, computers, associated systems, and application programs that use dates to calculate, compare, and sort could generate incorrect results when working with years after 1999.

Because of the potential failure of computers to run or function throughout the Government, the President issued an Executive Order, "Year 2000 Conversion," February 4, 1998, making it policy that Federal agencies ensure that no critical Federal program experiences disruption because of the year 2000 (Y2K) problem and that the head of each agency ensures that efforts to address the Y2K problem receive the highest priority attention in the agency. The target completion date for implementing mission-critical Federal Government systems was March 31, 1999, but the DoD set its goal as December 31, 1998. The "DoD Year 2000 Management Plan," first issued in April 1997 and most recently updated in December 1998, also describes the criteria for DoD Components to determine the appropriate Y2K phase for each system. The progress of each mission-critical system is included in the quarterly DoD report to the Office of Management and Budget, which is prepared by the DoD Y2K Program Office based on DoD component input. Each system must meet defined exit criteria before proceeding into the next phase.

The "US Army Year 2000 (Y2K) Action Plan" first issued in March 1996 and most recently updated in June 1998, provides guidance and defines roles and responsibilities for addressing Army Y2K problem and reporting progress. The plan supports the DoD management plan and sets completion dates and exit criteria similar to the DoD plan for the completion of the Y2K phases.

The Secretary of Defense issued the memorandum "Year 2000 Compliance" on August 7, 1998, stating that DoD was making insufficient progress in its efforts to solve its Y2K computer problem and reiterating that the Y2K problem is a critical national defense issue. He also emphasized that the Services and Defense agencies must ensure updated accurate system status reporting. The Deputy Secretary of Defense issued the memorandum, "Year 2000 (Y2K) Verification of National Security Capabilities," on August 24, 1998. The memorandum states that the Chief of Staff of the Services and Directors of Defense Agencies must certify that they have tested their information technology and national security systems in accordance with the DoD Year 2000 Management Plan. In addition, the Deputy Secretary directed the Principal Staff Assistants of the Office of the Secretary of Defense to verify that all functions under their purviews will continue unaffected by Y2K issues. For chemical disposal, the Under Secretary of Defense (Acquisition and Technology) is the Principal Staff Assistant and the Department of the Army is the Executive Agent.

On June 19, 1998, the Assistant Secretary of Defense (Command, Control, Communications, and Intelligence) issued a memorandum that required DoD Components to submit monthly reports to DoD and the Office of Management and Budget to help them monitor progress made to solve Y2K problems. Information such as Y2K status and Y2K reporting phase are elements of the report.

Tooele Chemical Agent Disposal Facility. The Army Program Manager for Chemical Demilitarization located at Aberdeen Proving Ground, Maryland, is responsible for the safe destruction of all chemical warfare agents, including nerve gas and blister agents. The Program Manager oversees and manages nine chemical stockpile sites. The Tooele, Utah, site is one of the two sites that have active chemical weapons disposal facilities. The Project Manager for Chemical Stockpile Disposal at the Tooele Chemical Agent Disposal Facility (Tooele Facility) is responsible for the destruction of chemical warfare agents, which includes preparation, treatment, air pollution abatement, by-product disposal, system performance, public confidence, and lessons learned. The Army began destruction of its stockpile of chemical munitions in August 1996, which should be completed in 2003. The Army operates the site under a permit issued June 30, 1989, by the State of Utah. The permit allows the Army to operate a hazardous waste storage and incineration facility and requires the Army to take samples of the waste and retain records of all monitoring information for 3 years from the date of the sample. The data must be immediately available for inspection by state officials.

Audit Objectives

The primary audit objective was to determine whether the Project Manager for the Tooele Facility was adequately preparing information technology systems to resolve date-processing issues for the Y2K computing problem. Specifically, the audit determined whether the Project Manager complied with the DoD Year 2000 Management Plan. Appendix A describes the audit scope and methodology and the prior audit coverage.

Tooele Chemical Agent Disposal Facility Preparation for Year 2000

As of October 1998, the Army Project Manager for chemical stockpile disposal at the Tooele Facility was behind Army and DoD schedules for assessing Y2K vulnerabilities and carrying out conversion measures. Also, he had not prepared the necessary Y2K documentation, which are the assessment plan, the contingency plan, the risk-management plan, and the validation plan and schedule, as required by the DoD Year 2000 Management Plan. During the audit, reporting errors were corrected and Army management emphasis increased; however, estimated completion dates for the full conversion extend well into calendar year 1999. Successful completion of all Y2K conversion steps is needed to avoid operational impairment and obviate any safety concerns.

Y2K Conversion Phase Requirements

Assessment Phase. The purpose of the assessment phase is to gather and analyze information to determine the size and scope of the Y2K problem. DoD Components were to have developed a Y2K assessment plan that addressed the size and scope of the problem, necessary infrastructures, software inventories, and a Y2K cost estimate to repair the existing system and that identified system interfaces by June 1997. Components must also prepare a contingency plan to consider the consequences of noncompliance and a risk-management plan to identify how the system may fail, its impact on the mission of the DoD Component, and how the failure would affect other functions and missions.

The DoD Components were to have prepared an assessment plan, a contingency plan, and a risk-management plan as part of the exit criteria to proceed to the next Y2K phase. DoD required mission-critical systems to complete the assessment phase by June 30, 1997. The Army required completion by March 31, 1997.

Renovation Phase. The purpose of the renovation phase is to achieve Y2K compliance through fixing, replacing, or retiring the system. Each DoD Component must develop and document a validation plan and schedule to complete the Y2K implementation on affected systems. The validation plan should indicate timeframes to validate all systems and address the testing environments for the systems. DoD required mission-critical systems to complete the renovation phase June 30, 1998. The Army required completion by September 30, 1998.

Validation Phase. The purpose of the validation phase is to test the system to ensure the system can survive the critical midnight transition to the year 2000 and perform its mission as it would under normal operating conditions. The tests includes setting the clocks just prior to midnight December 31, 1999, and other key Y2K dates, rolling over the dates and observing the operations and results. Independent verification and validation is required to validate the work completed

Tooele Chemical Agent Disposal Facility Preparation for Year 2000

on a renovated system, review test procedures, and analyze test results. If the system passed the testing performed, system developer must certify the system's compliance. DoD required mission-critical systems to complete the validation phase by September 30, 1998. The Army required completion of the phase by December 31, 1998.¹

Implementation Phase. The purpose of the implementation phase is to fully deploy renovated and replacement systems. This include the successful integration and operation of the system to fulfill its mission under normal operating conditions. DoD required mission-critical systems to complete the implementation phase by December 31, 1998. The Army required completion of the phase by December 31, 1998.

Year 2000 System Status Reporting

The Project Manager for the Tooele Facility did not accurately report the status of two of three mission critical systems at the facility in the June 1998 quarterly report and the August 1998 monthly report to DoD. The systems include the Tooele Facility control system, the process data acquisition reporting system, and the automated control monitoring system.

Tooele Facility Control System. The Tooele facility control system is a mission-critical system that operates the plant and interfaces with instrumentation in the plant. The monthly and the quarterly reports showed that the Tooele Facility Control System was Y2K compliant and did not require action. During the audit in October 1998, Army officials stated that they were still assessing the system. They had not identified the hardware and software inventory and whether it was Y2K compliant. The Project Manager should have been reporting that the system's Y2K compliance status was unknown and it was in the assessment phase.

Process Data Acquisition Reporting System. The process data acquisition reporting system is a mission-critical system that communicates with the plant control system. It consists of software, hardware, and an operating system and records alarm, event, and analog data. The monthly and quarterly reports indicated that the system was Y2K compliant and required no action. However, the Project Manager for the Tooele Facility stated that the Army inventoried all the system's subsystems, was installing upgrades to the software to make corrections where the subsystem was not Y2K compliant, and was assessing other subsystems to determine whether they were Y2K compliant. Because of the ongoing assessment, the monthly and quarterly reports should have indicated that the Y2K compliance status was unknown and the system was still in the assessment phase.

¹ The Army had no authority to specify phase completion dates that were later than the dates prescribed by the Office of the Secretary of Defense. The issue is moot because the DoD and Army dates for the implementation phase were the same and have passed.

Management Corrective Actions

The Project Manager for the Tooele Facility and program management officials at Aberdeen Proving Ground took immediate action when the reporting inaccuracies were identified during the audit. The Project Manager agreed to accurately report and update monthly the status for all reported systems for which he is responsible, including the process data acquisition reporting system and the Tooele Facility control system. The October 1998 monthly and quarterly report of the Army included the recommended changes to more accurately reflect the status of the Tooele systems. In addition, program management officials agreed to ensure that future DoD monthly reports were accurate. Accordingly, we are not making a recommendation concerning the monthly reports in this report.

Assessment, Results, and Documentation

Assessment. The Army Project Manager for the Tooele Facility began to assess the facility in March 1998. During the audit in October 1998, he stated that he was not aware of the DoD Year 2000 Management Plan requirements and used industry practice to address Y2K issues at Tooele. He did not identify a manual or document that defined industry practice. He also stated that he delayed completing the assessment because he first wanted to attend an October 1998 conference, when all chemical site managers met to share their experiences in making systems Y2K compliant.

Y2K Results. The Project Manager's assessment identified that the automatic continuous air monitoring system was not compliant and that the Y2K status of the process data acquisition reporting system and the control system was not certain.

Automatic Continuous Air Monitoring System. The automatic continuous air monitoring system monitors the air for foreign agents. Tooele has about 125 units. The air monitoring system alerts officials of air samples that fall outside the set parameters for healthy air. The system uses time only to record the date of the event, but time does not affect the operation of the alarm system. Army officials conducted a rollover test on the Tooele system in September 1998 and found that it was not Y2K compliant. The rollover test consisted of setting the clocks to just before the year 2000, allowing them to roll over beyond the year 2000 and testing for the leap year date and other key Y2K dates. Although time does not affect the operation of the alarm system, until Army officials conduct system-wide tests, they cannot ensure that the alarm system's noncompliance would not affect interfacing systems. The system-wide test that test all systems in the plant is scheduled for September 1999.

Process Data Acquisition Reporting System. Although the Project Manager identified that the software and operating systems for the process data acquisition reporting system were not Y2K compliant because the manufacturer no longer supported the system and would not certify to its compliance, officials had not assessed some of the subsystems and installed upgrades patches to others.

Tooele Chemical Agent Disposal Facility Preparation for Year 2000

Tooele Facility Control System. Officials at the Tooele Facility stated that they were still assessing the control system. They had not identified the inventory of hardware and software and operating systems that comprised the system and whether they were Y2K compliant. The Tooele Facility had not defined the size or scope of the program, software inventories, the Y2K cost estimate to repair an existing system, and identified system interfaces.

Documentation Requirements. The DoD Year 2000 Management Plan required that DoD Components complete the assessment plan, the contingency plan, a risk-management plan, and a validation plan and schedule. The Army Project Manager for the Tooele Facility did not prepare the plans for any of the systems. Both the Army Program Manager at Aberdeen Proving Ground and the Project Manager for the Tooele Facility stated that they were preparing the plans but had not completed them. The Project Manager stated that the mission-critical systems should complete the assessment phase by March 1999 and have an assessment plan, a contingency plan, and a risk-management plan by June 1999. In addition, he stated that the renovation phase and the validation plan and schedule should be completed by August 1999.

The late start in assessing the mission-critical systems caused the Project Manager to miss the deadline for completing the assessment phase and the deadline for completing the renovation phase. In addition, the planning and execution for Y2K compliance were only in the initial phases. Officials at the Tooele Facility were still assessing the process data acquisition reporting system and the Tooele Facility control system to determine their Y2K status. A timely assessment of the Tooele Facility and preparation of required Y2K documentation by the Project Manager could have resulted in making the systems compliant on time or ahead of the DoD Year 2000 Management Plan and the Army Action Plan schedules. The Program Manager should now prepare a schedule to identify and correct solutions on the affected systems at Tooele and require the Project Manager to prepare the required Y2K documentation.

Oversight and Emphasis

The Army Program Manager for Chemical Demilitarization at Aberdeen Proving Ground did not provide oversight and emphasis by visiting the Tooele Facility to determine the Y2K status and verify the accuracy of the progress in making the Tooele systems Y2K compliant. For example, the Army Program Manager reported that the process data acquisition reporting system was Y2K compliant, yet officials at Tooele indicated that it needed upgrades and revisions. In addition, the Program Manager did not require the Project Manager for the Tooele Facility to prepare the necessary Y2K documentation. In August 1997, program management officials initially believed that the system was Y2K compliant based on preliminary test results, but later information showed that testing was insufficient. Management still did not take appropriate action to ensure that the Project Manager prepared a timely assessment of the Y2K problem and the documentation required.

Tooele Chemical Agent Disposal Facility Preparation for Year 2000

The lack of site visits to Tooele contributed to the misunderstanding of the problem and untimely implementation of corrections. If program management officials had overseen the Tooele Project Manager's initiatives, he may have prepared the necessary tools to manage the Y2K problem and begun the Y2K assessment earlier. If the Army is not able to implement corrections by the turn of the century, operational impairment may occur raising safety concerns. One way to monitor progress is to establish a visitation schedule for the Program Manager to oversee the progress made by the Tooele Project Manager.

Management Actions

The Program Manager for Chemical Demilitarization at Aberdeen Proving Ground met in October 1998 with nine chemical stockpile site Project Managers to discuss and finalize a Y2K implementation plan. Other objectives were to develop an assessment plan, develop guidelines for site testing and contingency planning, and perform a Y2K assessment for the Tooele Facility and other chemical demilitarization sites. In addition, the Program Manager was planning to procure the Year 2000 Repository for all of the sites from Raytheon, a support contractor to the Army. The Year 2000 Repository is a multi-industry Y2K database that provides for collecting and classifying inventory and acts as a repository of potential plant floor issues and solutions, assessment impacts, and remediation reports. The database would help to assess systems and Y2K status, but it is not an overall solution.

In addition, the Program Manager for Chemical Demilitarization issued a "Y2K Compliance Plan," in late November 1998. The plan was developed to inventory the equipment used to operate the facilities and to verify whether the equipment was Y2K compliant. The plan required each site to develop an inventory plan that sets critical milestones for the inventory effort. Tooele officials submitted an inventory plan on January 12, 1999. Tooele must now conduct an inventory and complete an inventory report on all systems at the site. The inventory report will identify information systems Y2K noncompliance and include a list of systems not assessed, a detailed analysis supporting the decision not to assess, and information on certifications obtained, for Y2K compliance. The inventory completion date is late February 1999. Tooele must also assess the potential impact of noncompliant systems and prepare necessary Y2K documentation by March 31, 1999.

The Army provided us with the compliance plan after the issuance of the draft report. The plan shows that the Program Manager has taken a proactive role to ensure all of the chemical demilitarization facilities under his control are aggressively working on the Y2K problem. The plan is a good start, but additional work is needed to aggressively implement the plan, assess all systems and resolve those that are not Y2K compliant.

Recommendations, Management Comments, and Audit Response

We recommend that the Army Program Manager for Chemical Demilitarization at Aberdeen Proving Ground:

- 1. Establish a schedule to identify and correct year 2000 solutions for affected systems at the Tooele Chemical Agent Disposal Facility.**
- 2. Require the Project Manager for Chemical Stockpile Disposal at the Tooele Chemical Agent Disposal Facility to prepare an assessment plan, a contingency plan, a risk-management plan, and a validation plan and schedule.**
- 3. Visit the Tooele Chemical Agent Disposal Facility periodically for timely assessment of the year 2000 problem and implementation of necessary corrections.**

Management Comments. The Deputy Assistant Secretary of the Army for Chemical Demilitarization concurred with all recommendations. He stated that a schedule to assess and correct all Y2K problems is included in the "Project Manager for Chemical Stockpile Disposal Y2K Compliance Plan," November 1998. The schedule in the compliance plan should allow for efficient completion of all Y2K activities consistent with the Tooele operating schedule for 1999. He also stated that the compliance plan identifies the basis for the development of the assessment plan, a contingency plan, a risk-management plan, and a validation plan and schedule which is necessary for implementing corrections and achieving Y2K compliance. The compliance plan assigns responsibility for implementing the Y2K phases to the Project Manager at the Tooele facility. Officials expect to complete the plans by March 1999. In addition, the program management officials plan biweekly teleconferences with Tooele officials and monthly visits to the facility to assess the Y2K problem and to implement the solutions.

Audit Response. Since the time of the audit field work, the Army has made significant progress in addressing the Y2K challenge at the Tooele Chemical Stockpile Disposal facility. During our review the Army increased its emphasis on Y2K and began work on the compliance plan for all of the chemical stockpile facilities. The status of non-compliant systems at the Tooele Facility was briefed to the Deputy Secretary of Defense and the DoD Y2K steering Group on January 9, 1999. The compliance plan, in conjunction with more intensive oversight by the Office of the Secretary of Defense and the Army, will considerably reduce risk in this sensitive mission area.

Part II - Additional Information

Appendix A. Audit Process

This is one in a series of reports being issued by the Inspector General, DoD, in accordance with an informal partnership with the Chief Information Officer, DoD, to monitor DoD efforts to address the Y2K computing challenge. For a listing of audit projects addressing the issue, see the Y2K webpage on IGnet at <http://www.ignet.gov>.

Scope

Work Performed. We reviewed and evaluated the progress of the Tooele Chemical Agent Disposal Facility in resolving the Y2K computing issue. We evaluated its Y2K efforts; compared them with the DoD Year 2000 Management Plan; conducted discussions with technical, business, and contracting officials; and evaluated Y2K documentation where available.

DoD-Wide Corporate-Level Government Performance and Results Act Goals. In response to the Government Performance and Results Act, the DoD has established 6 DoD-wide corporate-level performance objectives and 14 goals for meeting those objectives. This report pertains to achievement of the following objective and goal:

- **Objective:** Prepare now for the uncertain future.
- **Goal:** Pursue a focused modernization effort that maintains U.S. qualitative superiority in key warfighting capabilities. (DoD-3)

DoD Functional Area Reform Goals. Most major DoD functional areas have also established performance improvement reform objectives and goals. This report pertains to achievement for the following functional area objective and goal:

Information Technology Management Functional Area.

- **Objective:** Provide services that satisfy customer information needs.
- **Goal:** Upgrade technology base. (ITM-2-3)

General Accounting Office High-Risk Area. In its identification of high-risk areas, the General Accounting Office has specifically designated risk in resolution of the Y2K problem as high. This report provides coverage of that problem and of the overall Information Management and Technology high-risk area.

Methodology

Audit Type, Dates, and Standards. We performed this economy and efficiency audit in October 1998, in accordance with auditing standards issued by the Comptroller General of the United States, as implemented by the Inspector General, DoD. We did not rely on computer-processed data or statistical sampling procedures to develop conclusions on this audit.

Contacts During the Audit. We visited or contacted individuals and organizations within DoD. Further details are available on request.

Management Control Program. We did not review the management control program related to the overall audit objective because DoD recognized the Y2K issue as a material management control weakness area in the FY 1997 Annual Statement of Assurance.

Summary of Prior Coverage

The General Accounting Office and the Inspector General, DoD, have conducted multiple reviews related to Y2K issues. General Accounting Office reports can be accessed over the Internet at <http://www.gao.gov>. Inspector General, DoD, reports can be accessed over the Internet at <http://www.dodig.osd.mil>.

Appendix B. Report Distribution

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Principal Deputy – Y2K
Assistant Secretary of Defense (Public Affairs)
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Department of the Army

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Senate Committee on Armed Services
Senate Committee on Governmental Affairs
Senate Special Committee on the Year 2000 Technology Problem
House Committee on Appropriations
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House Committee on Government Reform
House Subcommittee on Government Management, Information, and Technology,
Committee on Government Reform
House Subcommittee on National Security, Veterans Affairs and International
Relations

Part III - Management Comments

Department of the Army Comments

Final Report
Reference



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH DEVELOPMENT AND ACQUISITION
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

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January 7, 1999

MEMORANDUM FOR INSPECTOR GENERAL, DEPARTMENT OF DEFENSE,
400 ARMY NAVY DRIVE, ARLINGTON, VIRGINIA 22202

SUBJECT: Draft DoD IG Audit Report, Tooele Chemical Agent Disposal
System Preparation for Year 2000 (Project No. 8AS-0032.20)

Reference memorandum, December 9, 1998, subject: Tooele Chemical
Agent Disposal System Preparation for Year 2000 (project No. 8AS0032.20). As
requested, the following response to subject draft report is provided:

**Recommendation 1: Establish a schedule to identify and correct year
2000 problems on systems at Tooele Chemical Agent Disposal Facility
(TOCDF).**

Response: Concur - A schedule to complete the assessment and correct
all identified Y2K compliance problems at TOCDF is established. This schedule
can be found in the Y2K Compliance Plan promulgated by the Program Manager
for Chemical Stockpile Disposal Project in November 1998 (Memorandum,
SFAE-CD-CO-O, subject: PMCSO Y2K Compliance Plan Implementation, 20
November 1998). The schedule, while not compliant with the suspense dates
established by the DA for verification of Y2K compliance, should allow for an
efficient completion of all necessary Y2K activities consistent with the TOCDF
operating schedule for calendar year 1999. Action Completed: November 1998

**Recommendation 2: Require the Project Manager for Chemical
Stockpile Disposal at Tooele to prepare an assessment plan, a contingency
plan, a risk-management plan, and a validation plan and schedule.**

Response: Concur - The Y2K Compliance Plan (referenced above) does
identify the basis for the development of the plans necessary for achieving and
implementing Y2K compliance at TOCDF. The content of the Y2K Compliance
Plan meets the requirements for the DA defined contingency plan. The plan
identifies the Project Manager for TOCDF as responsible for the implementation
of the phases necessary to achieve and demonstrate Y2K compliance for their
systems. This implicitly includes the responsibility for the development of plans
required for the execution of those phases. Currently, the TOCDF Project
Manager is performing an assessment of the equipment connected to the control
system for the facility. That assessment is anticipated to be completed in the first

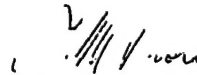
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quarter of FY 1999. Once that assessment is completed, the content, scope and responsibility for any additional required plans (risk assessment and validation (with schedule)) will be defined and implemented. Since some of these plans require information from on-going work, for example, the validation plan requires information from the on-going equipment assessment, these documents will be developed during the course of FY 1999. Action to be completed March 1999.

Recommendation 3: Establish a schedule for visitation of the Tooele Chemical Agent Disposal Facility for timely assessment of the year 2000 problem and implementation of necessary corrections.

Response: Concur – The Operations Team of the PMCSO has biweekly teleconferences with all the field offices and support contractors to specifically discuss Y2K compliance. A schedule of monthly visits to the TOCDF to assess the Y2K problem and implementation of solutions has been established. Action Completed: December 1998

My point of contact for this action is Ms. Margo Robinson, 604-7555.



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Chemical Demilitarization

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